

**Minutes of the City of Frederick
Mayor and Board of Aldermen Regular Meeting**

May 2, 2019
7:00 p.m.
City Hall

- I. Mayor Michael O'Connor presided. Present were Aldermen Kelly Russell, Derek Shackelford, Roger Wilson and Ben MacShane and Alderwoman Donna Kuzemchak. Also present were City Attorney Sandra Nickols and Legislative Clerk Phyllis Hane.
- II. The Mayor led the Pledge of Allegiance.
- III. There was no invocation.
- IV. The Mayor gave a proclamation for Historic Preservation Month. The proclamation was received by Joe Adkins, Deputy Director for Planning, and Carrie Albee, Historic Preservation Commission member.

The Mayor gave a proclamation for Asian and Pacific Islander American Heritage Month, which was accepted by representatives of the Asian American Center of Frederick.

- V. The minutes of the April 4, 2019 Regular Public Meeting were previously distributed. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the minutes were approved 5-0.
- VI. There were no closed meetings to report.
- VII. The Mayor announced that The City of Frederick has received a Petition for Annexation from Edward M. Lupcho, Brenda S. Lupcho and Kenneth W. Klipp for the following property: an 8.52+/- acre undeveloped infill parcel located on the City's far west side. The property is generally bounded by the WFMD radio station property to the west, the Grove Hill subdivision to the northwest, the Hillcrest Orchard residential subdivision to the south and east, and the Golden Mile Market Place shopping center to the northeast. The Legal Department has verified that the signatures comply with state law and has given the applicant notice to prepare an appropriate resolution for introduction at a future public meeting of the Mayor and Board of Aldermen in accordance with the Land Management Code.

The Mayor went on to comment that the spring and summer festival season was beginning, with the Frederick Running Festival scheduled for the upcoming weekend.

VIII. During Aldermanic comments, Alderman Shackelford announced the upcoming Golden Mile Alliance Earth Day Cleanup event focusing on the creek area behind Fredericktowne Mall.

IX. Public comments were received.

X. Consent Agenda

A. Commission Recommendations

On a motion made by Alderman Wilson and seconded by Alderman Russell the Board approved 5-0 consent agenda items A.1 and A.2:

1. Approval of a request from Rotary Club of Carroll Creek to serve beer and wine at the Rotary Club Carroll Creek Happy Hour and Review event at Baker Park Bandshell in Baker Park on June 6, 2019 pursuant to Section 6-19 of the City Code.
2. Approval of a request from the Asian American Center to serve beer at the Thai Festival event at Carroll Creek Park Amphitheater and ¼ Section SW on June 16, 2019 pursuant to Section 6-19 of the City Code.

B. Grants

On a motion made by Alderman Russell and seconded by Alderman Shackelford, the Board approved 5-0 consent agenda item B.1:

1. HEAL Cities and Towns Implementation Grant Agreement for Institute for Public Health Innovation

XI. Public Hearing

1. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Russell the Board approved 5-0 Resolution 19-05 to adopt the Community Development Block Grant Annual Action Plan for program year 2019. There were no public comments.
2. On a motion made by Alderman Shackelford and seconded by Alderman Wilson the Board approved 5-0 Ordinance G-19-12 to amend certain sections of the Frederick City Code, Chapter 25, Article I, for the purpose of updating provisions relating to water and sewer charges and establishing a "Round-Up Program" There were no public comments.
3. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the Board approved 5-0 a purchase order to Apple Ford in the amount of \$38,300.19 for the purchase of one ton chassis. There were no public comments.

4. On a motion made by Alderman Wilson and seconded by Alderwoman Kuzemchak the Board approved 5-0 a purchase order to MJR Equipment in the amount of \$44,272.00 for the purchase and installation of a Henderson Mark III Stainless Steel dump body with tool box and snow plow. There were no public comments.
5. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 an Agreement with Joseph Barbato Associates for Fall Protection Hazard Analysis for the City's Major Water and Sewer Facilities for the not-to-exceed amount of \$66,018.00 and issuance of a purchase order in the amount of \$72,619.80 (RFP 19-T). There were no public comments.
6. Item XI.6, approval of a purchase order in the amount of \$89,033.66 to Green Glade Welding, Inc. for the fabrication and installation of fall protection rails at the Wastewater Treatment Plant, was pulled from the agenda prior to the meeting.
7. On a motion made by Alderman Wilson and seconded by Alderwoman Kuzemchak the Board approved 5-0 a Letter of Intent with African American Resources and Cultural Heritage (AARCH) for lease of a 3,200 square foot space in the City-owned All Saints Parking Garage at 125 East All Saints Street. Public comments were received.
8. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 a Letter of Intent with Patriot Technologies, LLC to purchase City-owned Parcel C (4.83 acres) located along Monocacy Boulevard (Liber 02940 Folio 00061). There were no public comments.
9. On a motion made by Alderman Russell and seconded by Alderman Wilson the Board approved 5-0 a Parkland Use Agreement with Creekside Plaza, LLC for the use of 546 square feet of City-owned Carroll Creek Park adjacent to the Creekside Plaza building for outdoor dining. There were no public comments.
10. On a motion made by Alderman Shackelford and seconded by Alderman MacShane the Board approved 5-0 a Memorandum of Agreement with Golden Mile Alliance. There were no public comments.
11. Item XI.11, approval of a resolution to adopt the Frederick Town Historic District Design Guidelines, 2019 Edition, was pulled from the agenda prior to the meeting.
12. On a motion made by Alderman Russell and seconded by Alderwoman Kuzemchak the Board approved 5-0 Ordinance G-19-13 to amend the Code of The City of Frederick, Chapter 6 "Parks and Public Property", Article 5 "Prohibited Acts", Section 6-20 "Smoking". There were no public comments.
13. On a motion made by Alderman Russell and seconded by Alderman MacShane the Board approved 5-0 Resolution 19-06 to amend the Policies and Procedures Handbook for Employees of The City of Frederick, General Standards of Conduct, Smoke-Free Workplace, with the following revision:

The first sentence is revised to read: “The City of Frederick desires to protect the public health, comfort and environment of employees, residents, and users of City facilities by limiting exposures to environmental smoke and other harmful vapors.”

There were no public comments.

- XII. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Russell the Board approved 5-0 the reappointment of Alexi Franklin to the Containment Laboratory Community Advisory Committee for a three-year term of July 1, 2019 to June 30, 2022.

On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the Board approved 5-0 the reappointment of Joany Jackman to the Containment Laboratory Community Advisory Committee for a three-year term of July 1, 2019 to June 30, 2022.

On a motion made by Alderman Shackelford and seconded by Alderman Wilson the Board approved 5-0 the appointment of Nkem Wellington to Neighborhood Advisory Council 11 Coordinator for a two-year term of May 3, 2019 to May 2, 2021.

On a motion made by Alderman Wilson and seconded by Alderwoman Kuzemchak the Board approved 5-0 the appointment of Jes Smith to the alternate position of the Historic Preservation Commission for a term of April 19, 2019 to January 16, 2022.

On a motion made by Alderwoman Kuzemchak and seconded by Alderman Shackelford the Board approved 5-0 the appointment of Carrie Albee to the Historic Preservation Commission to complete an unexpired term of May 3, 2019 to May 17, 2019 and subsequent reappointment to a three-year term of May 18, 2019 to May 17, 2022.

- XIII. During Aldermanic comments and new business, Alderman MacShane wished his daughter Evie a happy third birthday.

Alderman Wilson noted the Key City Farmers’ Market and Food Trucks would be returning to Baker Park the next day.

Alderman Russell announced several upcoming events including the Green Neighbor Festival in Baker Park, Asian American Center Festival at FSK Mall, and Friends and Family Day at Mullinix Park.

- XIV. The Mayor made no additional comments.

- XV. There were no committee reports.

- XVI. There was no Director’s Report.

XVII. There were no additional public comments.

There being no further official business, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,
Phyllis Hane
Legislative Clerk